**Continued Accreditation Application: Pediatric Emergency Medicine
(Emergency Medicine or Pediatrics)**

401 North Michigan Avenue · Chicago, Illinois 60611 · United States · +1.312.755.7042 www.acgme-i.org

**Submission for Continued Accreditation:** This Advanced Specialty application is for programs applying for **Continued Accreditation ONLY** and is used in conjunction with the Accreditation Data System (ADS).

All sections of the form applicable to the program must be completed in order for it to be accepted for review. The information provided should describe the existing program. For items that do not apply, indicate “N/A” in the space provided. Where patient numbers are requested, provide exact numbers as requested and indicate the exact dates for the data entered. If any requested information is unavailable, an explanation must be given and it should also be indicated as unavailable in the appropriate place on the form. Once the form is complete, number the pages sequentially in the bottom center.

The program director is responsible for the accuracy of the information supplied in this form and must sign it. It must also be signed by the designated institutional official (DIO) of the Sponsoring Institution, who will submit the application electronically in ADS.

Review the International Foundational Program Requirements for Graduate Medical Education and Advanced Specialty Program Requirements for Graduate Medical Education in Pediatric Emergency Medicine. The International Foundational, Advanced Specialty, and Institutional Requirements may be downloaded from the ACGME International website: [www.acgme-i.org](http://www.acgme-i.org/).

Email questions regarding the form’s content to acgme-i@acgme-i.org.

Email questions regarding ADS to ADS@acgme.org (type the program number in the subject line).

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| Program Name: Click here to enter text. |

**Table of Contents**

When the forms are completed, **number each page sequentially in the bottom center**. Report this pagination in the Table of Contents and submit this cover page with the completed application.

|  |  |
| --- | --- |
| **Advanced Specialty Continued Application**    | **Page(s)**  |
| **Int. Introduction**   | #  |
| Duration of Education    | # |
| **I. Institution**   | # |
| I.A. Sponsoring Institution    | # |
| I.B. Participating Sites    | # |
| **II. Program Personnel and Resources**   | # |
| II.A. Program Director    | # |
| II.B. Faculty    | # |
| II.C. Other Program Personnel    | # |
| II.D. Resources    | # |
| **III. Fellow Appointment**   | # |
| III.A. Eligibility Criteria    | # |
| III.B. Number of Fellows    | NA  |
| **IV. Specialty-Specific Educational Program**   | # |
| IV.A. ACGME-I Competencies   | # |
| IV.B. Regularly Scheduled Educational Activities   | # |
| IV.C. Clinical Experiences    | # |
| IV.D. Scholarly Activity   | # |
| **V. Evaluation**   | NA |
| **VI. The Learning and Working Environment**   | # |
| VI.A. Principles | NA |
| VI.B. Patient Safety | NA |
| VI.C. Quality Improvement | NA |
| VI.D. Supervision and Accountability | NA |
| VI.E. Professionalism | NA |
| VI.F. Well-Being | NA |
| VI.G Fatigue | NA |
| VI.H. Transitions of Care | NA |
| VI.I. Clinical Experience and Education | # |
| VI.J On-Call Activities | NA |
| Appendix A. Formal Didactic Sessions by Academic Year    | # |

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**Introduction**

**Duration and Scope of Education**

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| * + - 1. What is the length, in months, of the educational program for graduates of an emergency medicine residency?

 Choose a length. |

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| * + - 1. What is the length, in months, of the educational program for graduates of a pediatrics residency?

Choose a length. |

**Institutions**

**Sponsoring Institution**

1. Which residency program administers the fellowship?
2. Emergency medicine ☐
3. Pediatrics ☐

Explain if neither option is checked. (Limit 250 words)

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1. Is the fellowship program:
2. located at the same Sponsoring Institution as the residency program indicated in Question 1?
 [ ] YES [ ] NO
3. affiliated with ACGME-I-accredited residencies in both emergency medicine and pediatrics?

 [ ] YES [ ] NO

Explain any ‘NO’ responses. (Limit 250 words)

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**Program Personnel and Resources**

**Program Director**

1. How many hours per week of non-clinical time does the program director dedicate to the administration of the program?

 # of hours

1. Describe how the program ensures the program director has at least three years’ experience as a clinician, teacher, and administrator in pediatric emergency medicine and a record of ongoing scholarly activity? (Limit 300 words)

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**Faculty**

1. Complete the table below to indicate the faculty members with expertise in each specified area.

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| Practice Area | Faculty Member(s) Name(s) |
| Pediatric surgery |  |
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| Radiology |  |
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1. Complete the table below to indicate the surgical subspecialties applicable to pediatric emergency medicine and the faculty members in each who teach and consult with the fellows. Add rows as needed.

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| Surgical Subspecialty | Faculty Member(s) Name(s) |
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List any program faculty members not included in the tables above, as well as their specialty.

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1. Describe how the program ensures there are at least three core faculty members, including the program director, who are certified in or have expensive experience in pediatric emergency medicine. (Limit 300 words)

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1. Describe how the program ensures faculty members mentor fellows in the application of scientific principles, epidemiology, biostatistics, and evidence-based medicine to the care of their patients. (Limit 300 words)

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**Other Program Personnel**

1. Are the following health care professionals with pediatric focus and experience available?
2. Child life therapist(s) [ ] YES [ ] NO
3. Dietitian(s) [ ] YES [ ] NO
4. Mental health professional(s) [ ] YES [ ] NO
5. Nurses(s) [ ] YES [ ] NO
6. Pharmacist(s) [ ] YES [ ] NO
7. Respiratory therapist(s) [ ] YES [ ] NO
8. Social worker(s) [ ] YES [ ] NO

Explain any ‘NO’ responses. (Limit 250 words)

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**Resources**

* + 1. Are the following facilities available?
1. Acute care facility that receives patients via ambulance from the pre-hospital setting [ ] YES [ ] NO
2. Acute care facility equipped to handle trauma of any severity [ ] YES [ ] NO

Explain any ‘NO’ responses. (Limit 250 words)

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* + 1. Are the above facilities accredited by the Joint Commission-International? [ ] YES [ ] NO

Explain if ‘NO.’ (Limit 250 words)

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* + 1. Are the above facilities approved as ambulance-receiving facilities or equivalent and part of an Emergency Medical Services (EMS) system? [ ] YES [ ] NO

Explain if ‘NO.’ (Limit 250 words)

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* + 1. Complete the following table for each participating site that is required for fellow education. Use the site numbers indicated in ADS. The primary clinical site is Site #1.

|  | **Check if Available** |
| --- | --- |
|  | **Site #1** | **Site #2** | **Site #3** |
| **1.** Comprehensive laboratory |[ ] [ ] [ ]
| a) Imaging |[ ] [ ] [ ]
| b) Intensive care |[ ] [ ] [ ]
| c) Mental health services |[ ] [ ] [ ]
| Nutrition services |[ ] [ ] [ ]
| Occupational therapy |[ ] [ ] [ ]
| Pathology |[ ] [ ] [ ]
| Pharmacology |[ ] [ ] [ ]
| Physical therapy |[ ] [ ] [ ]
| Respiratory therapy |[ ] [ ] [ ]
| Social services |[ ] [ ] [ ]
| Operating suite/room available on-site 24 hours |[ ] [ ] [ ]
| Pediatric Intensive Care beds on site |[ ] [ ] [ ]
| Comprehensive diagnostic imaging services available 24 hours/day |[ ] [ ] [ ]
| Urgent care/fast track care that is part of the Emergency Department (ED) |[ ] [ ] [ ]
| Observation beds (24hour unit) within the ED |[ ] [ ] [ ]

1. Provide patient data in the table below. Provide the requested information for the most recent 12-month period, using the same site numbers for required participating sites as indicated in ADS and above. Site #1 must be the primary clinical site.

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| **Inclusive Dates:** | **From:** Click here to enter a date. | **To:** Click here to enter a date. |
|  | **Site #1** | **Site #2** | **Site #3** |
| Number of pediatric patient care locations at the participating site | # | # | # |
| Number of pediatric critical/resuscitation rooms/beds available at the participating site | # | # | # |
| Average number of pediatric patients seen in the emergency department (ED) in 24 hours.  | # | # | # |
| TOTAL number of ED patient visits; include urgent care/fast track if part of the ED | # | # | # |
| 1. Are “pediatric patients” defined at the site as younger than 16 years old, younger than 18 years old, or younger than 21 years old?
 | Choose an item. | Choose an item. | Choose an item. |
| 1. Total number of ED pediatric patients; include urgent care/fast track if part of the ED
 | # | # | # |
| TOTAL number of pediatric and adult emergency medicine patients by clinical condition; if the site(s) sees both children and adults in the ED, enter data in each column | Peds | Adult | Peds | Adult | Peds | Adult |
| 1. Trauma (major and minor)
 | # | # | # | # | # | # |
| 1. Airway insufficiency
 | # | # | # | # | # | # |
| 1. Ingestions
 | # | # | # | # | # | # |
| 1. Obstetric and gynecologic disorders
 | # | # | # | # | # | # |
| 1. Psychosocial disturbances
 | # | # | # | # | # | # |
| 1. Psychiatric
 | # | # | # | # | # | # |
| Percentage of patients hospitalized following treatment (excluding pediatric ED observation beds) | # | # | # | # | # | # |
| Percentage of ED patients admitted to critical care following treatment (excluding step-down units) | # | # | # | # | # | # |
| Percentage of ED patients taken directly to the operating suite following treatment | # | # | # | # | # | # |
| Number of deaths in ED (exclude patients who are DOA) | # | # | # | # | # | # |

1. List 150 consecutive ED visits to the pediatric emergency medicine service. The dates must begin with the date the first patient on the list was seen and end with the date the 150th patient was seen (for example, 1 July-3 July 2020). **Complete a separate table for each participating site where fellows have required rotations.**

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| **Site #1** |
| **Inclusive Dates:** | **From:** | mm/dd/yy | **To:** | mm/dd/yy |
| **Patient**  | **Pediatric Emergency Medicine Primary Diagnosis** | **Secondary Diagnosis****(include if relevant)** |
| **Number** | **Age** |
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1. List 150 consecutive ED visits to the adult emergency medicine service. The dates must begin in the date the first patient on the list was seen and end with the date the 150th patient was seen (for example, 1 July-3 July 2020). **Complete a separate table for each participating site where fellows have required rotations.**

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| **Site #1** |
| **Inclusive Dates:** | **From:** | mm/dd/yy | **To:** | mm/dd/yy |
| **Patient**  | **Adult Emergency Medicine Primary Diagnosis** | **Secondary Diagnosis****(include if relevant)** |
| **Number** | **Age** |
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**Eligibility Criteria**

1. Describe how the program ensures all fellows have completed an Accreditation Council for Graduate Medical Education- or ACGME-I-accredited emergency medicine or pediatric residency program, or an emergency medicine or pediatric residency program that is acceptable to the Sponsoring Institution’s Graduate Medical Education Committee. (Limit 300 words)

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| Click here to enter text. |

**Specialty-Specific Educational Program**

**ACGME-I Competencies**

**Professionalism**

1. How do graduating fellows demonstrate a commitment to carrying out professional responsibilities and an adherence to ethical principles? (Limit 400 words)

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| Click here to enter text. |

**Patient Care and Procedural Skills**

1. How do graduating fellows demonstrate the ability to provide patient care that is compassionate, appropriate, and effective for the treatment of health problems and the promotion of health?

Describe how this is evaluated. (Limit 300 words)

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| Click here to enter text. |

1. How do graduating fellows demonstrate competence in providing consultation, performing a history and physical examination, making informed diagnostic and therapeutic decisions that result in optimal clinical judgement, and developing and carrying out management plans?

Describe how competence is evaluated. (Limit 400 words)

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| Click here to enter text. |

1. How do graduating fellows demonstrate competence in providing transfer of care that ensures seamless transitions, counseling patients and patients’ families, using information technology to optimize patient care, and providing appropriate role modeling and supervision?

Describe how competence is evaluated. (Limit 400 words)

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1. How do graduating fellows demonstrate competence in promoting emotional resilience in children, adolescents, and their families by providing care that:
2. is sensitive to the developmental stage of the patient;
3. is sensitive to common behavioral and mental health issues;
4. is sensitive to cultural contexts of the patient and family; and,
5. includes referral and/or co-managing patients with common behavioral and mental health issues with appropriate specialists when indicated?

Describe how competence is evaluated. (Limit 300 words)

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1. How do graduating fellows demonstrate leadership skills to enhance team function in the learning environment, and/or the health care delivery system/environment with the ultimate intent of improving care of patients? (Limit 300 words)

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| Click here to enter text. |

1. How do graduating fellows demonstrate competence in the following?
2. Accurately documenting patient encounters
3. Demonstrating family-centered care with informed and/or shared decision-making with patients/families that is developmentally appropriate and within local statutes
4. Developing a complaint-based and age-appropriate differential diagnosis using evidence-guided reasoning and pattern recognition
5. Developing and initiating a prioritized diagnostic evaluation and therapeutic management plan
6. Differentiating between high-acuity and low-acuity patients
7. Performing an age- and developmentally-appropriate precise history and physical exam
8. Providing care for acutely ill and/or injured pediatric patients
9. Providing initial evaluation and treatment to all patients presenting to the emergency department

Describe how fellows are evaluated in four of the eight areas listed. (limit 400 words)

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| Click here to enter text. |

1. How do graduating fellows demonstrate competence in the following?
2. Assuming leadership responsibility for the pediatric ED
3. Demonstrating compassion for the stress associated with sudden illness, injury, and death in responding to the emotional needs of patients, their families, and ED staff members
4. Demonstrating the skills necessary to prioritize and simultaneously manage the emergency care of multiple patients
5. Developing appropriate patient dispositions
6. Developing a diagnostic and management plan that takes into consideration the interaction between the acute problem and the underlying chronic illness with its associated co-morbidities
7. Performing rapid and concise evaluations on patients with undifferentiated chief complaints and diagnoses, with simultaneous stabilization of any life-threatening conditions; and ensuring appropriate life-saving interventions before arriving at a definitive diagnosis
8. Providing care for medically and technologically complex pediatric patients in the ED

Describe how fellows are evaluated in four of the seven areas listed. (Limit 400 words)

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1. How are graduating fellows assessed in their ability to competently perform and interpret the results of laboratory tests, imaging, and other diagnostic procedures? (Limit 300 words)

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| Click here to enter text. |

1. Complete the following table to indicate how graduating fellows are assessed in the necessary procedural and resuscitation skills and in their understanding of the indications, risks, and limitations for pediatric patients of all ages.

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| --- | --- | --- |
| **Procedure** | **Method(s) for Teaching the Procedure**(d=didactic, s=simulation, c=observed clinical care, o=other, specify) | **Method(s) of Competence Assessment**(for example, structured observation checklist, procedure log, course completion, global assessment) |
| **Airway Management** |
| Bag-Valve-Mask-Ventilation | Click here to enter text. | Click here to enter text. |
| Cricothyrotomy-translaryngeal ventilation | Click here to enter text. | Click here to enter text. |
| Mechanical ventilation  | Click here to enter text. | Click here to enter text. |
| Non-invasive ventilation  | Click here to enter text. | Click here to enter text. |
| Rapid sequence induction | Click here to enter text. | Click here to enter text. |
| Supraglottic device insertion | Click here to enter text. | Click here to enter text. |
| Tracheostomy tube placement | Click here to enter text. | Click here to enter text. |
| **Cardiopulmonary** |
| Cardiac pacing: external  | Click here to enter text. | Click here to enter text. |
| Cardioversion/defibrillation | Click here to enter text. | Click here to enter text. |
| Central venous catheterization | Click here to enter text. | Click here to enter text. |
| Conversion of supraventricular tachycardia | Click here to enter text. | Click here to enter text. |
| Intraosseous access and fluid administration | Click here to enter text. | Click here to enter text. |
| Pericardiocentesis | Click here to enter text. | Click here to enter text. |
| Thoracostomy (tube) | Click here to enter text. | Click here to enter text. |
| Umbilical vessel catheterization | Click here to enter text. | Click here to enter text. |
| **Abdominal** |
| Gastrostomy tube replacement | Click here to enter text. | Click here to enter text. |
| **Special Procedures** |
| Abscess incision and drainage  | Click here to enter text. | Click here to enter text. |
| Epistaxis management, including nasal packing  | Click here to enter text. | Click here to enter text. |
| Foreign body removal  | Click here to enter text. | Click here to enter text. |
| Initial management of thermal injuries  | Click here to enter text. | Click here to enter text. |
| Laceration repair | Click here to enter text. | Click here to enter text. |
| Lumbar puncture  | Click here to enter text. | Click here to enter text. |
| Medical and trauma resuscitation in pediatric patients ranging in age from newborn to young adulthood  | Click here to enter text. | Click here to enter text. |
| Point of care ultrasound | Click here to enter text. | Click here to enter text. |
| Procedural sedation | Click here to enter text. | Click here to enter text. |
| Regional anesthesia | Click here to enter text. | Click here to enter text. |
| Slit lamp examination | Click here to enter text. | Click here to enter text. |
| Vaginal delivery | Click here to enter text. | Click here to enter text. |
| **Orthopaedic** |
| Closed reduction and splinting | Click here to enter text. | Click here to enter text. |
| Dislocation reduction | Click here to enter text. | Click here to enter text. |

**Medical Knowledge**

1. How do graduating fellows demonstrate knowledge of established and evolving biomedical, clinical, epidemiological, and social-behavioral sciences, as well as the application of this knowledge to patient care?

Describe how knowledge is evaluated. (Limit 400 words)

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| Click here to enter text. |

1. How do graduating fellows demonstrate knowledge of the following?

a. Biostatistics

b. Clinical and laboratory research methodology

c. Critical literature review

d. Ethical principles involving clinical research

e. Preparation of applications for funding and/or approval of clinical research protocols

f. Principles of evidence-based medicine

g. Study design

h. Teaching methods

Provide an example of how knowledge is assessed in five of the nine areas listed. (Limit 500 words)

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| Click here to enter text. |

**Practice-based Learning and Improvement**

1. How do graduating fellows demonstrate their ability to investigate and evaluate their care of patients, to appraise and assimilate scientific evidence, and to continuously improve patient care based on constant self-evaluation and lifelong learning?

Describe how these skills are evaluated. (Limit 300 words)

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| Click here to enter text. |

**Interpersonal and Communication Skills**

1. How do graduating fellows demonstrate interpersonal and communication skills that result in the effective exchange of information and collaboration with patients, their families, and health professionals?

Describe how these skills are evaluated. (Limit 300 words)

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**Systems-based Practice**

1. How do graduating fellows demonstrate an awareness of and responsiveness to the larger context and system of health care, as well as the ability to call effectively on other resources in the system to provide optimal health care?

Describe how these skills are evaluated. (Limit 300 words)

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**Regularly Scheduled Educational Activities**

1. Complete Appendix A., Formal Didactic Sessions by Academic Year, and attach to submission.
2. How does the program ensure didactic sessions are evidence-based and include a review and analysis of relevant literature? (Limit 300 words)

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| Click here to enter text. |

1. Does the didactic curriculum include the following?
2. Case discussions [ ] YES [ ] NO
3. General reviews [ ] YES [ ] NO
4. Lectures [ ] YES [ ] NO
5. Morbidity and mortality conferences [ ] YES [ ] NO
6. Research seminars [ ] YES [ ] NO

Explain any ‘NO’ responses. (Limit 250 words)

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| Click here to enter text. |

1. How does the program ensure pediatric emergency medicine conferences occur regularly and involve active participation by the fellows in planning and implementation? (Limit 300 words)

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| Click here to enter text. |

1. Do conferences include the following topics appropriate to pediatric emergency medicine?
2. Anatomy and physiology …………………. [ ] YES [ ] NO
3. Biochemistry …………………. [ ] YES [ ] NO
4. Complications of care…………………. [ ] YES [ ] NO
5. Embryology …………………. [ ] YES [ ] NO
6. Genetics …………………. [ ] YES [ ] NO
7. Immunology …………………. [ ] YES [ ] NO
8. Microbiology …………………. [ ] YES [ ] NO
9. Nutrition and metabolism …………………. [ ] YES [ ] NO
10. Palliation and death …………………. [ ] YES [ ] NO
11. Pathology …………………. [ ] YES [ ] NO
12. Pathophysiology of disease …………………. [ ] YES [ ] NO
13. Pharmacology …………………. [ ] YES [ ] NO
14. Reviews of recent advances in clinical medicine and biomedical research [ ] YES [ ] NO
15. Scientific, ethical, and legal implications of confidentiality and informed consent [ ] YES [ ] NO

Explain any ‘NO’ responses. (Limit 250 words)

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| Click here to enter text. |

1. Do conferences include topics on the economics of heath care and current health care management issues, such as cost-effective patient care, practice management, preventive care, population health, quality improvement, resource allocation, and clinical outcomes? [ ] YES [ ] NO

Explain if ‘NO.’ (Limit 250 words)

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| Click here to enter text. |

1. Do conferences include the following?
2. Assessment of educational outcomes …………………. [ ] YES [ ] NO
3. Communications skills …………………. [ ] YES [ ] NO
4. Curriculum design …………………. [ ] YES [ ] NO
5. Cultural competence …………………. [ ] YES [ ] NO
6. Development of teaching materials …………………. [ ] YES [ ] NO
7. Diversity …………………. [ ] YES [ ] NO
8. Family presence during resuscitations …………………. [ ] YES [ ] NO
9. Information delivery in clinical and other setting …………………. [ ] YES [ ] NO
10. Medical writing …………………. [ ] YES [ ] NO
11. Oral presentations …………………. [ ] YES [ ] NO
12. Organizing teaching programs …………………. [ ] YES [ ] NO
13. Professionalism …………………. [ ] YES [ ] NO
14. Provision of feedback to learners …………………. [ ] YES [ ] NO
15. Self-directed assessment and learning …………………. [ ] YES [ ] NO

Explain any ‘NO’ responses. (Limit 250 words)

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| Click here to enter text. |

1. Do fellows receive instruction and experience in administrative and management skills, including quality improvement principles, necessary to oversee a division or department? [ ] YES [ ] NO

Explain if ‘NO.’ (Limit 250 words)

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| Click here to enter text. |

**Clinical Experiences**

* + - 1. Does the program plan a curriculum for graduates of an emergency medicine residency and a curriculum for graduates of a pediatric residency? [ ] YES [ ] NO

If ‘YES,’ include block diagrams for both curriculum options.

Explain if ‘NO.’ (Limit 250 words)

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| Click here to enter text. |

* + - 1. Does the curriculum for graduates of an emergency medicine residency include the following?
1. Experiences that are part of the affiliated ACGME-I-accredited pediatric residency [ ] YES [ ] NO
2. At least three months in pediatrics [ ] YES [ ] NO
3. At least two months in outpatient pediatric clinics, including exposure to pediatric subspecialties

 [ ] YES [ ] NO

1. At least two months in management of critically ill neonates and children in intensive care

 [ ] YES [ ] NO

Explain any ‘NO’ responses. (Limit 250 words)

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* + - 1. Does the curriculum for graduates of a pediatrics residency include the following?
				1. Experiences that are part of the affiliated ACGME-I-accredited emergency medicine residency

 [ ] YES [ ] NO

* + - * 1. At least four months caring for adults in emergency medicine [ ] YES [ ] NO
				2. A structured experience in emergency medical services [ ] YES [ ] NO
1. Ride-alongs with emergency medicine services in the field [ ] YES [ ] NO
2. A structured experience in toxicology that includes care of adults [ ] YES [ ] NO
3. No more than one month on the adult trauma surgery service [ ] YES [ ] NO

Explain any ‘NO’ responses. (Limit 250 words)

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1. How does the program ensure fellows participate in the care of pediatric patients of all ages, from infancy through young adulthood, and with a broad spectrum of illnesses and injuries of all severities? (Limit 400 words)

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1. Is at least 12 months of clinical experience spent seeing children in an ED where pediatric patients are treated for the full spectrum of illnesses and injuries? [ ] YES [ ] NO

If ‘YES,’ does the clinical experience include the following?

* + - * 1. Blunt trauma [ ] YES [ ] NO
				2. Penetrating trauma [ ] YES [ ] NO
				3. Psychiatric emergencies [ ] YES [ ] NO

Explain any ‘NO’ responses. (Limit 250 words)

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| Click here to enter text. |

1. Does the curriculum include education in the following?
2. Administration [ ] YES [ ] NO
3. Emergency medical services for children [ ] YES [ ] NO
4. Ethics [ ] YES [ ] NO
5. Legal issues [ ] YES [ ] NO
6. Medical errors [ ] YES [ ] NO
7. Patient safety [ ] YES [ ] NO
8. Procedures [ ] YES [ ] NO
9. Professionalism [ ] YES [ ] NO

Explain any ‘NO’ responses. (Limit 250 words)

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| Click here to enter text. |

1. How does the program ensure fellows interact with residents and faculty members in each of the affiliated core residencies? (Limit 250 words).

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**Fellows’ Scholarly Activities**

1. How does the program ensure each fellow designs and conducts a scholarly project in the area of pediatric emergency medicine with guidance from the fellowship program director and a designated mentor? (Limit 400 words)

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| Click here to enter text. |

1. Does the program have a Scholarship Oversight Committee? [ ] YES [ ] NO

If ‘YES,’ does it supervise and evaluate each fellow’s progress on scholarly activity? [ ] YES [ ] NO

Explain any ‘NO’ responses. (Limit 250 words)

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1. How does the program ensure each fellow’s scholarly experience begins in the first year and continues for the entire length of the program, and is structured to allow development of skills in research and scholarship with sufficient time for project completion and presentation of results to the Scholarship Oversight Committee? (Limit 400 words)

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**The Learning and Working Environment**

1. How does the program ensure that when fellows are on emergency medicine rotations, there is at least one equivalent period of continuous time off between scheduled work periods? (Limit 300 words)

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1. How does the program ensure that when fellows are on emergency medicine rotations, there is at least one day (24 hours) free during each seven-day period? Note that this time cannot be averaged over a four-week period. (Limit 300 words)

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| Click here to enter text. |

1. How does the program ensure that when fellows are on duty in the ED, they do not work longer than 12 continuous scheduled work hours? (Limit 300 words)

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**Appendix A. Formal Didactic Sessions by Academic Year**

For each year of the fellowship, attach (Label: Appendix A.) a list of all scheduled didactic courses (including discussion groups, seminars and conferences, grand rounds, basic science, skills labs, and journal club) at all participating sites to which fellows rotate, using the format below. If attended by fellows from multiple years, list in each year but provide a full description *only the first time a site is listed*.

Number sessions **consecutively** from the first year through the final year so that the scheduled didactic sessions can be easily referenced throughout the application. **Be brief and use the outline that follows.**

Year in the program:

Number:                Title:

a) Type of Format (e.g., seminar, conference, discussion groups)

b) Required or elective

c) Brief description (three or four sentences)

d) Frequency, length of session, and total number of sessions

**Example:**

|  |
| --- |
| Y-101. Introduction to pediatric emergency medicinea) Seminarb) Required Y-1c) Survey of contemporary methods and styles of pediatric emergency medicine, including approaches to clinical work with minority populationsd) Weekly, for 8 sessions02. Departmental Grand Roundsa) Discussion groupsb) Required, Y-1, Y-2, Y-3; Elective c) Clinical case presentations, sponsored by each departmental division, followed by discussion and review of contemporary state of knowledge. Format includes fellow presentations and discussions with additional faculty discussant.d) Twice monthly, 24 sessions |

If fellow attendance is monitored, explain how this is accomplished and how feedback is given regarding non-attendance. (Limit 250 words)

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| Click here to enter text. |